

SC Department of Disabilities and Special Needs

REPORTING ALLEGATIONS OF ABUSE, NEGLECT, OR EXPLOITATION

AGE 17 AND UNDER

If suspected abuse, neglect or exploitation occurred to a **CHILD**:
(mandated reporters must make a direct report)

If suspected abuse occurs in facilities operated by or contracted for operation by DDSN, to include a DDSN Regional Center, an ICF/MR Community Residence, or a CTH I or CTH II,

report immediately but no later than the end of the reporter's shift to:

State DSS, Out of Home Abuse & Neglect Investigation Unit (OHAN)

Phone #'s: Toll-Free (Available Anytime)

888-722-2580

Local – Columbia Area (8:30 AM to 5 PM)

803-898-7318

**If suspected abuse occurs in any location other than those identified above,
report immediately but no later than 24 hours to:**

County DSS (Child Protective Services)

In addition to notifying DSS, local law enforcement must be contacted immediately if any of the following conditions apply:

- Sexual assault between consumers and staff, volunteers, or other persons responsible for their care
- Serious physical injury caused by possible abuse or neglect
- Multiple victims
- Abuse or neglect was inflicted by a person who is not a parent or a childcare worker
- Cover up or failure to report when clearly an obligation existed to report
- Intimidation of the victim or witness, or impediment to an investigation
- Time sensitive evidence
- When the victim or victim's family requests a referral to law enforcement

AGE 18 AND ABOVE

If suspected abuse, neglect or exploitation occurred to a **VULNERABLE ADULT**:
(mandated reporters must make a direct report)

If suspected abuse occurs in any residential program operated by or contracted for operation by DDSN, or to an ICF/MR resident regardless of location,

report immediately but no later than the end of the reporter's shift to:

SLED - Special Victims Unit

Phone #: Toll-Free

866-200-6066

If suspected abuse occurs in any setting other than a home operated by or contracted for operation by DDSN (includes suspected abuse that may occur while a person is living at home or on a home visit or while under the supervision of an agency employee),

report immediately but no later than 24 hours to:

County DSS (Adult Protective Services)

In addition to notifying DSS, local law enforcement must be contacted immediately if any of the following conditions apply:

- Sexual assault between consumers and staff, volunteers, or other persons responsible for their care
- Serious physical injury caused by possible abuse or neglect
- Multiple victims
- Cover up or failure to report when clearly an obligation existed to report
- Intimidation of the victim or witness, or impediment to an investigation
- Time sensitive evidence
- When the victim or victim's family requests a referral to law enforcement

- Once the direct report to the appropriate investigative agency is made, the employee is obligated to report the suspected abuse, neglect, or exploitation to his/her supervisor, or the Executive Director/ CEO/ Facility Administrator immediately following the report to the appropriate state investigative agency. **Immediately means within one hour.**

- Policy 534-02-DD outlines additional actions that must be initiated.